

**INDIANA ARTS COMMISSION
QUARTERLY BUSINESS MEETING**

March 11, 2011, 9:00 a.m.
Monon Community Center
1235 Central Park Drive East
Carmel, Indiana 46032

Jeanne Mirro, Chair

Minutes

Members present: Jeanne Mirro, Dick Stifel, Linda Levell, Jon Ford, Kelly Schreckengast, Irene Smith-King, Linda Goad, Jeff Kirk, Suzie Rentschler, Judy Hess, Pam Hicks

Members absent: Karen Ellerbrook, Earl Williams, Gil Cárdenas, Trevor Yager

IAC staff present: Lewis Ricci, Michelle Anderson, Bobbie Garver, Susan Britsch, Kristina Davis, Rex Van Zant, April Blevins, Laura Frank, Dennis Hardin

Guests: Michael Kos (State Budget Agency), Susan Zurbuchen (Butler University), Tetia Lee (Indiana Coalition for the Arts)

1. **Welcome and Introductions.** Commissioner Mirro convened the meeting at 9:15 a.m. and asked everyone to introduce themselves.

2. **Consent Agenda.** Commissioner Smith-King asked that the minutes from the December 10, 2010 Quarterly Business Meeting be amended to show that she was in attendance. Commissioner Hess moved to approve the consent agenda, with the noted amendment to the minutes. Commissioner Hicks seconded the motion. The motion passed.

3. **Chair's Report.**

A. Governor's Office Issues. Commissioner Mirro noted that there has been no replacement named by the Governor for Commissioner Irene Smith-King, whose second term expired in June 2010. She added that her own second term, as well as that of Commissioner Stifel, will expire in June 2011. She asked that all members of the Commission submit nominations to be forwarded to the Governor's office.

B. Open Meeting Law and Committee Work. Commissioner Mirro reported that recent inquiries on behalf of IAC regarding the Open Meeting Law have re-affirmed the requirement that Commissioners must be physically present at committee meetings in order to participate in actions of the committee. IAC will consider re-aligning its committee meeting schedule to include action items only twice per year, with added emphasis on attendance at those meetings.

C. Regional Partner Issues. Commissioner Mirro reported that two current IAC Regional Arts Partners (Arts Council of Southwestern Indiana and Arts Place) have submitted letters of intent to withdraw as Regional Arts Partners at the end of the current fiscal year. In addition, the City of Bloomington will not re-apply to be a Regional Arts Partner. The IAC will consider re-configuring the Regions once the Regional Arts Partner panel has met in June 2011 to determine which organizations are qualified. Commissioners Rentschler and Stifel volunteered to serve on a sub-committee to consider the future alignment of the Regional Arts Partners.

D. FY 2012 – 2013 Budget. Michael Kos, IAC liaison to the State Budget Agency, reported that the budget bill in the state legislature has reached its second reading the House of Representatives, but is on hold until the House is able to establish a quorum. Ms. Mirro reported that, in spite of the delay, IAC is not expecting any substantial changes to the budget which was submitted by the Governor. However, the federal funding picture is not as clear, with the latest news being that funding for the National Endowment for the Arts may be reduced by as much as \$43 million. IAC Executive Director expects the IAC portion of the federal funding to be reduced from \$100,000 to \$200,000. Ms. Mirro emphasized the importance of planning ahead for a reduction in federal funding. The Executive Committee will be meeting again in March 2011 to consider possible budget scenarios. Mr. Ricci reminded the Commission that National Arts Advocacy Day will be in Washington, DC on April 4 – 5, and asked that Commissioners who have personal contacts with the Indiana members of Congress try to set up a face-to-face meeting between the Representative and the Indiana delegation. Ms. Mirro thanked the Indiana Coalition for the Arts and its president, Tetia Lee, for efforts connected with Arts Day at the Statehouse.

E. City of Muncie – Cultural District Appeal. Commissioner Mirro reported that a sub-committee appointed by her met on February 8, 2011 to review an appeal by the City of Muncie, which had failed to achieve a qualifying score during a panel review of its application to become a designated Cultural District. The appeal review sub-committee consisted of Commissioners Mirro, Kirk and Yager. The sub-committee conducted a thorough review of all pertinent materials, and concluded that the decision of the panel should be upheld. (Minutes from the meeting of the sub-committee are attached). Commissioner Stifel moved to uphold the decision of the Cultural Districts panel with regard to the application of the City of Muncie. Commissioner Ford seconded the motion. The motion passed.

F. Foundation Roundtable Report. Ms. Mirro reported on efforts led by Commissioner Karen Ellerbrook to convene a roundtable of arts-funding foundations from around the state. Invitations have not yet been sent, but a list has been compiled and is subject to further additions. Hopefully the roundtable will meet in Indianapolis during the month of May 2011. Sarah Peterson has been contracted to be the facilitator.

G. Review of Conflict of Interest Guidelines for Panels. Ms. Mirro announced that a sub-committee will be appointed from among Commission members to review current guidelines regarding conflicts of interest in grant review panels. This sub-committee will not meet until late summer 2011.

4. Executive Director's Report

A. Year-to-Date Financial Report. Mr. Ricci presented a handout (attached) showing the IAC budget current through February 18, 2011. Of special note is that the Indiana Artisan Project is no longer receiving state funding.

B. Regional Arts Partner Application Cycle and Technical Assistance Program Application Cycle (print-out attached). Mr. Ricci reported that IAC has been working with its Regional Arts Partners to strengthen the application process, and that a change is proposed to make a Regional Arts Partnership a four-year term. It was also recommended that Technical Assistance grants become two-year awards rather than one year. Commissioner Hess moved that these two recommended changes be adopted. Commissioner Smith-King seconded the motion. The motion passed.

C. Technical Assistance/ Capacity Building Efforts. Mr. Ricci presented a print-out (attached) detailing IAC –sponsored workshops to be held during April and May 2011. ArtsLab from Minnesota will present “Think Differently. Act Strategically” at the facilities of Arts United of Greater Fort Wayne on April 14 – 15. The Fundraising School at the IU Center on Philanthropy will present a workshop at Arts Illiana in Terre Haute on May 13 – 14.

D. Strategic Plan “Unveiling” Retreat. Mr. Ricci reported on plans to host a one-day retreat for IAC Commissioners, Regional Arts Partners and other state-wide partners, at which the new IAC Strategic Plan 2012-2016 will be discussed in detail.

E. Electronic Grant System and Public Database Update. IAC Deputy Director Michelle Anderson reported that Cultural Grants Online, the application system used by IAC, will be upgraded late this year. When the upgrade is completed, all IAC grant applications and final grant reports will be accessed electronically. She offered thanks to IAC Grant Manager April Blevins and IAC Communications Manager Laura Frank for their work on this project. IAC Community Development Manager Bobbie Garver reported that IAC is beginning to utilize online training for grant panel orientations. When fully operational, IAC will be hosting two sessions on each day of panel training. Also coming soon will be an on-line database containing IAC's grant-making history. Mr. Ricci offered thanks to Ms. Anderson, Ms. Frank, Tetia Lee and Paige Sharpe of the Tippecanoe Arts Federation, who performed much of the set-up work for the database.

F. Arts Education Update. IAC Community Development Manager/Arts Education Coordinator Susan Britsch reported on the recent state-wide Poetry Out Loud finals which were held in Indianapolis on February 26. Thirteen schools participated, and the competition was won by Zack Rooker from Warsaw Community High School,

who will represent Indiana in the national competition in Washington DC in April. Ms. Britsch also reported on progress of plans being made with Purdue University for data-gathering from schools throughout Indiana, seeking to quantify data about what sorts of arts classes are offered and the correlation to graduation rates, among other things to be studied. Ms. Britsch also reported that IAC's Arts in Education grant program is being reviewed, with an eye toward providing a greater reach with these grants. Commissioners Hess, Mirro, and Ellerbrook have volunteered to work with IAC staff as a sub-committee to investigate possible scenarios for this program. Ms. Britsch also reported that the process is under way to name the next Indiana Poet Laureate, and that the selection committee will complete its work in June.

G. Cultural Districts Update. IAC Community Development Manager Kristina Davis reported that IAC is working to provide guidance to communities that are desirous of obtaining the Cultural District designation. A review of Cultural District criteria will be conducted later this year. She iterated that applications for Cultural District designation will be considered every two years, instead of every year, so there will be no applications in 2011.

H. ArtsWork Update. Mr. Ricci reported that funding from the National Endowment for the Arts is being used in Bloomington and New Albany to establish community-based networking for local artists.

Commission Chair Mirro requested a ten-minute break in the meeting at 10:25. The meeting resumed at 10:40

5. Committee Reports

A. Program Evaluation Committee. In the absence of PEC Chair Earl Williams, Commissioner Pam Hicks presented a handout (attached) containing the PEC report from its last meeting on February 24. Among items discussed were proposed changes to Arts in Education Grants, and changes to the membership of the Regional Arts Partners

B. Advocacy & Awareness Committee. A & A Committee Chair Jon Ford presented a handout (attached) containing the A & A report from its last meeting on February 24. Among items discussed were the upcoming Governor's Arts Awards, the recent Arts Day at the Statehouse, and the new version of the Arts Trust license plate.

C. Cultural Trust Administrative Board. CTAB Chair Kelly Schreckengast presented a handout (attached) containing the CTAB report from its last meeting on February 22. Among items discussed were the current fund balance (\$1,988,536) and a series of planned thank-you cards to purchasers of the Arts Trust license plate.

D. Committee on the Future. COF Chair Dick Stifel thanked everyone involved with the Strategic Planning process, including Susan Zurbuchen of Butler University, former IAC Chair Ron Stratten, the Strategic Plan Steering Committee, as well as fellow

members of the COF and the entire IAC staff. He remarked on the near-two-year process and the amount of public input which was sought, received, and included in the new Strategic Plan. He reported that one public response to the posting of the document on the IAC website was received, and that the comments were generally positive. Mr. Stifel recommended that the Strategic Plan 2012 – 2016 be approved as presented (copy attached). Commissioner Goad moved to adopt the Strategic Plan 2012 – 2016 as presented. Commissioner Smith-King seconded the motion. The motion passed. Susan Zurbuchen of the Butler University faculty, who facilitated much of the Strategic Plan process, thanked everyone, saying “it was a thrill to participate”. Mr. Ricci remarked that he has received supportive comments from the National Assembly of State Arts Agencies (NASAA) which has asked to use the document as an example for other state arts agencies. Commissioner Mirro enthused over the “wonderful process”, referring to the new document as a “little masterpiece”. She especially thanked Commissioner Stifel for his leadership as the Chair of the COF.

6. Regional Arts Partners Update. RAP Consortium chair Sue Burk presented minutes (attached) from the previous two meetings of the Regional Arts Partners.

7. Old Business. Ms. Britsch announced that she still needs two Commissioners to volunteer as grant panel facilitators, for the IAP Music Panel on April 14, and for the IAP Literature Panel on April 20.

8. New Business. Ms. Mirro reminded everyone that the date of the next Quarterly Business Meeting has been recently changed to be Thursday June 30 at 9:00 a.m. in South Bend.

9. Closing Comments. Ms. Mirro extended thanks to Commissioners Linda Goad and Jeff Kirk for their parts in making arrangements for the Commission to come to Carmel for this meeting. She thanked the IAC staff for their continuing hard work.

10. Adjourn. Commissioner Smith-King moved to adjourn the meeting. Commissioner Hicks seconded the motion. The motion passed. The meeting adjourned at 11:15 a.m.